



**Letter of Confirmation
for a work placement stay abroad
(to be completed by the host institution)**

It is hereby certified that

Mr./Ms. _____

Home university:

FH Münster – University of Applied Sciences,
Hüfferstraße 27, 48149 Münster, Germany

has worked as a trainee in our institution

from _____
(Day) (Month) (Year)

to _____
(Day) (Month) (Year)

(Name of host institution)

(Name of signatory)

(Function)

(Date)

(Stamp and Signature)

Please note that this certification should be filled out at the end of the student's stay abroad (one week before the end date at the earliest)!

This letter of confirmation is usually replaced/complemented by a certified reference of traineeship from the host institution.